

Pre-Proposal Meeting on the Request for Proposals for the Purchase and Development of Select City-Owned Parcels Located in the Sunnyslope/Village Center Neighborhoods (NSD-RFP-24-002)




NSD NEIGHBORHOOD SERVICES DEPARTMENT
City of Phoenix

January 17, 2024

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AGENDA

- RFP Process
- Business Opportunity
- Proposal Instructions
- Proposal Evaluation
- General Terms/Conditions
 - Solicitation Transparency Policy




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RFP PROCESS

Questions and Answers (Q&A)

- Written questions only
 - Some answers available today
 - All answers published on RFP website
- Written answers supersede verbal answers
- Email notification when Q & A available



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Key Dates to Remember

Deadline to Submit Questions is January 30, 2024

- 2 pm local Phoenix time
- Email chris.christensen@phoenix.gov
- Include the name of the RFP and number in the subject line

- February 9, 2024 – Posting Responses to Written Questions
 - <https://solicitations.phoenix.gov/Solicitations/Details/1698>




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Proposal Deadline

**Friday
March 22, 2024
2 pm local Phoenix time**

- Submit proposal at:
City of Phoenix Neighborhood Services Department
200 W. Washington Street, 4th Floor
- Proposals received after deadline will be deemed non-responsive




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Proposal Requirements

- Proposer may choose to propose on any of the three packages of Lots or may propose on all Lots
- If proposing on more than one package of Lots, the Proposer is required to:
 - Submit separate proposals
 - Provide a proposal guarantee for each package
- City intends to award and execute separate contracts for each package




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Minimum Qualifications

- Purchase Price (minimum)
 - Package #1 Lots is \$465,000
 - Package #2 Lots is \$625,000
 - Package #3 Lot is \$360,000



➤ Any proposal offering a cash payment less than the minimum purchase price must include the quantifiable value for each additional tangible public benefit to demonstrate the total proposed purchase price meets or exceeds the minimum purchase price

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Minimum Qualifications - continued

- At minimum, 50% of the residential and multifamily units will be made available to households with income levels not to exceed 80% AMI, as defined annually by HUD
- Affordability requirements will be secured through a Declaration of Affirmative Land Use Restrictive Covenant




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Minimum Qualifications - continued

- A member of the proposing team to have completed and managed at least one residential and/or multifamily development project in the last five years

➤ Any proposal that does not include the minimum qualifications will be deemed non-responsive and disqualified




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Proposal Guarantee

- \$5,000 proposal guarantee per proposal
- Form of a Cashier's check
- Payable without condition or restrictive endorsement
- No Exceptions

➤ Details in Section I. H. (page 6)




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BUSINESS OPPORTUNITY

Subject Lots – Package #1



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BUSINESS OPPORTUNITY

Subject Lots – Package #2



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BUSINESS OPPORTUNITY

Subject Lot – Package #3



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BUSINESS OPPORTUNITY

- o Desired Project should:
 - Create single family and/or multifamily infill properties
 - 50% of units available to households with income levels not to exceed 80% AMI
 - Aligns with the goals of the surrounding neighborhood
 - Incorporate elements of sustainability
 - Create design that supports the neighborhood with future participation in the Gated Alley Program

➤ Details in Section II. C. (page 12)


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PROPOSAL INSTRUCTIONS

Delivery of Proposals

- o Proposal Packet
 - 1 original proposal & 5 color copies of proposal
 - 1 e-copy on flash drive
 - 1 proposal guarantee
- o Sealed package marked with:
 - Proposer's name
 - Name and number of this RFP




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Form of Proposals

- o Conform to format as described in Section III. B.
- o Loose-leaf three ring binder
- o Each page numbered
- o Limit to no more than 25 double-sided pages
 - Excluding items listed for Tab 1




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Tab 1 – General Information

- o Executed Affidavit (Attachment A)
- o Signed Conflict of Interest & Solicitation Transparency Disclosure (Attachment B)
- o Executive Summary (maximum 2 pages)
 - Concise summary and narrative of the overall proposal
 - Primary Contact
 - Lead Developer

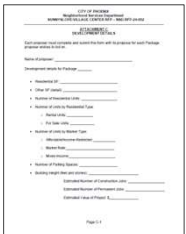


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Tab 2 – Concept to Activate Site

- o Development Details (Attachment C)
- o Narrative description of proposed project
- o Proposed development's feasibility
 - Market demand data
 - Method of property control
 - Project budget
 - Project pro forma

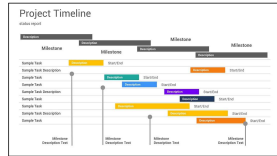


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Tab 2 – Concept to Activate Site (continued)

- Conceptual building elevations and/or site plans
- Circulation plans
- Project timeline
 - Reasonable assumptions
- Construction mitigation plan



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Tab 3 – Return to the City

- Offered Purchase Price (Attachment E)
- Description of tangible public benefits
 - Must be quantified if part of the offered purchase price
- Requested City assistance
 - **No identified or guaranteed City assistance**



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Tab 4 – Qualifications & Experience (Q & E)

- Proposed development team's Q & E
 - Track record of similar scale and complexity
 - Key individuals, companies, and organization structure of the proposer
 - Roles and responsibilities
 - Similar projects successfully completed



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Tab 5 – Financial Capacity

- Demonstrate financial capacity to execute and complete proposal successfully
 - Clear funding strategy
 - Identify all financing sources
 - Documentation from potential lenders of interest
 - Cite other successful projects completed with proposed financing entities, if applicable
 - Evidence of financing for prior projects



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Tab 6 – Proposal Guarantee

- Separate sealed envelope
- Payable to the City of Phoenix
- Marked with Proposer's name, name of the RFP and RFP number



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Exceptions

- **Proposer must not take any exceptions to any terms, conditions, or material requirements of this solicitation**
- **Proposals submitted with exceptions may be deemed non-responsive and disqualified from further consideration, in the City's sole discretion**
- **Proposers must conform to all requirements specified in this RFP**

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PROPOSAL EVALUATION

Evaluation Panel

- Review and evaluate written proposals
- Determine a consensus score for each criterion
- Recommend proposer to be awarded the contract
- Panel may interview all proposers or a short list of proposers

➤ Details in Section IV. A. (page 17)




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Evaluation Criteria

- Proposals evaluated based on the following criteria:
 - Concept to Activate the Site (0 - 400 points)
 - Return to the City (0 - 150 points)
 - Qualifications & Experience of Proposer (0 - 200 points)
 - Financial Capacity of Proposer (0 - 250 points)



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GENERAL TERMS & CONDITIONS

Solicitation Transparency Policy

- All proposers and their representatives, under penalty of disqualification, will **only** discuss this business opportunity and their proposals with the procurement officer identified on page 1
- **Proposers that violate this policy will be disqualified**

➤ Full policy in Section V. A. (page 18)



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- ✓ Submit Written Questions Deadline
January 30, 2024, by 2 pm local Phoenix time
- ✓ Proposal Deadline
March 22, 2024, by 2 pm local Phoenix time

Thank you for your participation!



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Request for Proposals for the Purchase and Development of Select City-Owned Parcels
 Located in the Sunnyslope/Village Center Neighborhoods (NSD-RFP-24-002)
 Pre-Proposal Meeting Attendee List
 January 17, 2024

Company Name	First Name	Last Name	Email	Phone Number
Architectural Resource Team	Christian	Solorio	csolorio@art-team.com	602-628-8227
Brinshore Development, LLC	Carolyn	Steele	carolyns@brinshore.com	201-655-3253
Butler Housing Company, Inc.	Reid	Butler	reid@butlerhousing.com	602-315-5031
DM Group	Deanna	Cancino	dmcancino16@gmail.com	602-402-8853
Gold Key Consulting LLC	Michael	Traylor	mtraylor@cox.net	602-810-1510
H&B Builders	Freddie	Bracamonte	freddie@hb-builds.com	602-743-3380
Habitat for Humanity Central Arizona	Linsie	Kalland	lkalland@habitatcaz.org	602-262-8656
Mercy Housing	Amanda	Shawaker	amanda.shawaker@mercyhousing.org	248-417-8810
Phoenix IDA	Cindy	Stotler	cstotler@phoenixida.com	602-805-1303
Purple Journey, INC	Lametrie	Singleary	sierrabehavioralhealth11@gmail.com	843-424-7508
RAIL CDC	Ryan	Winkle	ryan@railcdc.org	480-795-8424
Retirement Housing Foundation	Andy	Do	andy.do@rhf.org	562-257-5185
Sonoran Desert Homes	Dan	Voykin	dan@sonorandeserthomes.com	602-545-4600
	Ericka	Varela	ericka@spicegirlgc.com	